



# Minutes

## Bicycle & Trails Advisory Committee

REGULAR MEETING

JANUARY 15, 2004

**CALL TO ORDER:** Member Hauge called the meeting to order at 6:20pm

**PRESENT:** Hubbell, Hauge, Eltgroth, Clark, McCann, and Parks and Recreation Commissioner Mark Frederick

**ABSENT:** Scott, and Cheu

**STAFF:** Public Works Senior Engineer Ms. Behzad  
Public Works Administrative Secretary Karen Nelson

**DECLARATION - POSTING OF AGENDA:** Ms. Behzad certified that this meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2.

**PUBLIC COMMENTS:** Ms. Behzad opened the meeting to public comments. There being no comments, the public comments period was closed.

**MINUTES:** By unanimous vote, the minutes for the November 20, 2003 meeting were approved.

### **ORAL REPORTS:**

#### **1. Staff Report**

**\* Include Signs During Construction Projects to Say the Bike Lane is Closed and the Roads are Being Shared**

Ms. Behzad passed out copies of signs for bikeway construction. Member Hauge did not find any examples from his last city. Member Eltgroth noted the designs passed out do not show "sharing the road". Clark referred back to the design shown last month. The emphasis should be for motorists to note that they need to look for cyclists and to share the road. Detours don't always work. Bob will do some research and make some contacts, and see if he can find something. This will be left on the agenda for next month. Advanced warning requirement in VTA guidelines in Bike tech guidelines d5.1.4 – advanced notice sign is required when a bike lane is closed. Next meeting we will make a decision on a sign and advanced warning sign; Ms. Behzad will send note to PW that this information

shall be considered to be included in future specifications.

### **\* Grant Proposals for Future Trails**

Ms. Behzad presented her monthly report regarding grant proposals:

Safe Routes to School Grant: Proposal application rejected; 2/27/04 is the due date for the next round. We need some cooperation from the MHUSD on the next application. It may need to be focused on pedestrian traffic (ie., walking and trails), not just bikes. Ms. Behzad asked if any members would be willing to contact the School District to get their help and input on the application; she clarified that the application is for roadway between E. Main and the high school. Chairman Hubbell asked if we were going to put in a Class 1 or Class 2 bike lane and if there are any right-of-way issues. Ms. Behzad will get a copy of the application to Chairman Hubbell. David Gittleson has all the information, and will work together with the BTAC member. Statistics of accidents could help our position. A joint application with the School District should be made – Ameina Kochechi is the PRC liaison to the School District. Chairman Hubbell noted that often writing the letter for the District and then requesting them to sign it gets quicker response than asking them to write the letter. For the grant, 420 applications were received; 84 were approved for funding. Local advocacy groups may also help lend support.

May 15<sup>th</sup> is the next Art Ala Cart.

### **\* Traffic Signal – Bicycle Detection Loops Installation Update**

Ms. Behzad passed out a map and list. The staff report is prepared for the PRC. The Public Works Director wants a specific list of individual traffic signals. Cochrane-west to east, Butterfield-south to north.

Ms. Behzad was asked to talk to the City's traffic engineer to consider including loop detector pavement marking in the next striping contract. Installation of loops can be included in the CIP, but it will be funded based on the budget. In the summer upon completion of the CIP budget, Ms. Behzad can report on how many loops can be budgeted for construction. Pavement marking can be installed when loops are installed. There is a standard stencil noted in the VTA tech guidelines.

## **2. Countywide Bicycle Advisory Committee Update**

- River Oaks Bridge over the creek – reserve funds were allocated to provide multi use paths.
- Mr. Evanhoe has retired.
- Bike parking at new construction needs to be reviewed.

## **3. Chair Announcements**

- None

## **BUSINESS**

### **1. Appoint Representative to Countywide Bicycle Advisory Committee**

Chairman Hubbell asked for volunteers, and Member Eltgroth said he was willing, but he won't be on the committee after April. Keep on for next agenda.

### **2. Bike Parking at Taste of Morgan Hill**

Mr. Eltgroth's addresses were received and letters were sent. Member Cheu will take over coordination of bike parking at next year's event.

### **3. Morgan Hill's Bicycle Friendly Community Application**

Member Hauge said he is still waiting on the Police Department, therefore he would like to wait on the resolution. We will incorporate the revisions, e-mail to members within 2 weeks, we will take to PRC, and then to Council. Bring back on next agenda.

### **4. Bikeways Master Plan – Review Matrix**

Ms. Scott was not in attendance; item was continued to next meeting.

### **5. Future Trails Proposal**

Member Clark found an e-mail address to a Morgan Hill Walkers club and sent them an invitation to come to our future meetings. This is to incorporate the walkers and hikers in the planning process. The South Bay Striders includes the Morgan Hill Walkers, and their routes are in the streets. He will continue to try to get them involved if they want to be involved. Bellinger Foster Steinmetz may be willing to work on this project as they are working on a trails plan for Gilroy. Mr. Checcerelli was a sub-consultant to Belling Foster Steinmetz on the Bikeways Master Plan. Ms. Behzad and Member Clark passed out a staff report from October 2001 with Scope of Work. Member Clark will e-mail it to Chairman Hubbell. This needs to be adopted into the Trails Master Plan and into the Planning Department's document, which will require work on right-of-way issues with SCVWD and other entities. Member Clark's emphasis is to inform or provide trails for people who want to hike into the downtown and other areas and Class 1 trails to major shopping areas and parks. This needs to be incorporated into private development areas wherever possible and not just on public land. Getting the assessment is the first step. Having a trails plan will help shape the plans of private development to incorporate trails into their plans when they submit for Measure P.

### **6. Status of SR25**

Funding was declined.

**7. Community Award for Cycling Promotion**

Member Hauge wants to design an award; a proclamation or resolution is also nice recognition. Mayor Kennedy agreed to present the award during a Council meeting. Criteria need to be formulated for awarding the honor. Ms. Behzad asked Ms. Nelson to locate a sample proclamation and e-mail it to Member Hauge. This item will be held over for the next meeting and then sent to PRC when action items are complete.

**8. Bike Rodeos**

Mr. Hubbell said SafeMoves is available on 5/15/04, and will cost \$1,200. The PD will have volunteers available that day to help, and Chairman Hubbell will contact Officer Reno about the POA coming up with half of the money. The Chamber can be used for publicity, but they probably won't give money. Chairman Hubbell will contact Sunday Minnich about this. Ms. Behzad will call Rodney Reno.

**ANNOUNCEMENTS**

- Future meetings will be held in the Public Works conference room at 100 Edes Court.
- Grand Opening of San Pedro Ponds Trail – Saturday, January 24, 2004 at 10:00am.
- Sprockids Program – curriculum written by a teacher to teach mountain biking to area kids

**REQUESTS FOR FUTURE ITEMS**

(This is the opportunity for any committee member to have an item placed on a future agenda.)

- Bikeways Master Plan – Quarterly reviews to ensure planned items are moving ahead – next will be held in February (send a reminder to BRING MASTER PLAN) Will look at matrix in January keep in business, April, July, October.
- Review Bike Parking, including new police facility and day worker facility to ensure sufficient bike parking at the facilities
- Bike to Work Week
- Review the Charter – Chairman Hubbell

**ADJOURNMENT:** Meeting was adjourned at 8:30pm. The next meeting will be held on February 19, 2004 at 6:15pm.